

# MINUTES OF THE BOARD OF EDUCATION

Independent School District No. 820

Sebeka, MN 56477

Regular meeting Monday, July 14, 2025

The regular meeting was called to order at 6:00 p.m. with the following members in attendance: Jeannie Arthur, Nate Erickson, Kayla Frame, Rodney Huttunen, Cheri Kangas, Eric Nelson and JoAnn Olson. Also present were Superintendent Dave Kerkvliet; Business Manager Holly Paulson; staff members Melissa Koch and Tom Smith; and Review Messenger Reporter Dave Hanson.

Huttunen moved, Frame seconded to approve the agenda with the additions of 7.5.6 Approve Homecoming Co-Chair Dawn Eitel; 7.5.7 Approve Casey Strayer as Transportation Mechanic; and 7.5.8 Approve Resignation of Summer Rec Director Jon Lillquist. Motion carried unanimously.

Under Visitor and Delegation Comments, Tom Smith presented information regarding SkillsUSA National Skills Conference held at the Georgia World Congress Center in Atlanta, Georgia. He had three students who qualified, 10<sup>th</sup> grader Asia Hillukka, 9<sup>th</sup> grader Amelia Johnson and senior Logan Dehmer plus former graduate Reece Petersen who is the SkillsUSA MN President and is attending Alex Tech. He noted that Asia placed 5<sup>th</sup> out of 12 in Facility Management, Amelia placed 28 out of 31 in Restaurant Service, Logan placed 18 out of 44 in Welding Sculpture and also earned his Skill Points Certificate and Reece placed 2<sup>nd</sup> in First Aid CPR and was presented a medallion on stage. Tom noted that Reece had given him the medallion and that this was the first time that they had received a medallion. The School Board congratulated Tom and the students for their hard work and dedication to the Skills program.

The Negotiations Committee (Rod, JoAnn, Cheri) reported that they have met with EMS on June 10<sup>th</sup>, June 26<sup>th</sup> and July 8<sup>th</sup> and have reached a tentative agreement.

Business Manager Holly Paulson reported on Title I,II and IV applications and budgets have been completed for FY2026 and sent to MDE noting that the Title II funds are still questionable for FY2026 funding; REAP application for 2025 Pay FY2026 has been completed and waiting to see if we receive this Federal Grant; PCORI Fees have been calculated for IRS form 720; final draws for Title I,II and IV have been requested and received for a total of \$76,629.93 and has been working on the revised budget for FY2026 and the LTFM 10-year plan.

Jon Lillquist's AD report included participation in Summer Rec noting that there were 33 boys and girls in T-Ball; 6 in Running Club; 12 in 10U Softball; 10 in 12U Softball; 9 in 14U Softball; 17 in 10U Little League; 9 in 12U Little League; 7 in 14U Babe Ruth and 12 in 16U Babe Ruth with a total of 105 students participating; Emily Crabb has resigned her position of Jr. High Softball Coach; has openings for an Assistant Volleyball coach and two Jr. High Volleyball coaches; and is recommending Nicole Oyster for the open Jr. High Cross Country position.

Principal Westberg's report included information from the Leadership Retreat held in June noting that the MTSS team and two representatives from the AVID team worked together to develop some professional development sessions and worked on creating a flow chart for high school teachers for Tier 2 instructional interventions and looked at a flow chart for Tier 2 behavior interventions for high school staff. Arrysa Kessler has signed up for the New Teacher Academy, and is finalizing the Back-to-School Inservice week details.

Superintendent Kerkvliet's report included information regarding the solar project noting that he is waiting for the impact study and interconnection pieces that Minnesota Power requires for the project and once those items are in place then Solar Connections can start the installation; updates from MREA, policy updates from MSBA, special session and spreadsheet with funding impacts from MASA; and has completed the Title I,II and IV consolidated application for MDE along with Mrs. Westberg and Holly Paulson; Roof Section G over the kitchen has been completed; the float on the pump in the elevator shaft got stuck and was filling with water; the preschool playground equipment for the courtyard arrived and noted that this project was completely funded by donations; football dedication sign has been painted as well as the crow's nest at the football field; DeAnn Evans has been in working on the new meal planning software; Anni Olson has been in planning routes for the new school year moving from 10 routes to 9 routes and organizing the bus garage for more storage space; will be selling the 1979 Massey Ferguson Turf tractor with the mower deck and blades on sealed bids along with a lawn vacuum also on sealed bids; received a Consumer Confidence Report (Annual Drinking Water Report) from the City of Sebeka noting the report was good and no violations of any excessive contaminants; signed off on the Athletic Trainer Agreement and Advertising Agreement with Astera Health; sent in all necessary Out of Field Permissions for the upcoming school year to keep the district in compliance with PELSB

licensure requirements; Targeted Services was very successful and thanked Mrs. Dragseth and all of the staff that made the program possible; and attended the 2025 Sourcewell Leadership Retreat and the monthly meeting at Freshwater.

Under Discussion Items, Ehlers representatives Jodi Zesbaugh and Jen Chapman presented, via Zoom, a pre-sale report and bids received for the bond sale. They reported that Community First Bank of Menahga and Sebeka had the lowest bid of 4.50% for the sale of the bonds.

Also under Discussion Items, Superintendent Kerkvliet presented a slide show on the Strategic Planning Guide noting that the Strategic Plan focuses on four key areas of Climate and Culture, Student Achievement, Community Engagement, and Facilities Management and reviewed each key area along with the Trojan Pride Attributes of being Prepared, Respectful, Involved, Determined and Excellent and “Portrait of a Trojan” areas of Critical Thinker, Effective Communicator, Adaptive Learning, Engaged Collaborator, and Innovative Contributor and reviewed each of those areas. He also noted that the next step would be “Branding” our school.

Olson moved, Frame seconded to approve the following consent agenda items: the June 9<sup>th</sup> regular meeting minutes; Treasurer & Investment report for July; monthly bills at \$665,667.39; Authorization to participate in Federal and State School Breakfast/Lunch and Kindergarten Milk Program; assignment of Abby Leritz as paraprofessional for the 2025-2026 school year; resignation of Bus Driver Bruce Kinnunen and thanked him for his 38 years as bus driver for Sebeka School; assignment of Jennifer Lowers as paraprofessional for the 2025-2026 school year; resignation of Reagan Mayer as K-12 Administrative Assistant and Homecoming Co-Chair; assignment of Anni Olson as Transportation Supervisor for the 2025-2026 school year; assignment of Dawn Eitel as Homecoming Co-Chair; assignment of Casey Strayer as part-time Transportation Mechanic for the 2025-2026 school year; and resignation of Summer Rec Director Jon Lillquist and thanked him for his 29 years of service as Summer Rec Director. Motion carried unanimously.

Erickson moved, Kangas seconded to approve the second reading of the 2025-2026 initial budget as presented by Business Manager Holly Paulson showing revenues at \$7,889,617 and expenditures at \$8,228,159 with a deficit of \$338,542 noting that the additional decrease in revenues of \$151,248 in compensatory revenue and \$20,000 less in library aid was due to last minute changes in the compensatory funding formula during the special session. Motion carried unanimously.

Erickson moved, Huttunen seconded to approve the resolution accepting the following donations: \$500 from Wadena Fire Relief Gambling Association to SkillsUSA; \$500 from TruStar, \$500 from WCTA and \$1,000 from Community First Bank to the Accelerated Reading Program. The following members voted in favor: Arthur, Erickson, Frame, Huttunen, Kangas, Nelson, Olson; against: none; therefore, the resolution was duly adopted.

Frame moved, Arthur seconded to approve the Community Concern for Youth 2026 Resolution of Sponsorship with Todd-Wadena Community Corrections at a cost of \$2,099. The following members voted in favor: Arthur, Erickson, Frame, Huttunen, Kangas, Nelson, Olson; against: none; therefore, the resolution was duly adopted.

Arthur moved, Olson seconded to approve the sale of capital facilities bonds, Series 2025A at 7:40 p.m. to Community First Bank of Menahga and Sebeka at 4.50%. The following members voted in favor: Arthur, Erickson, Frame, Huttunen, Kangas, Nelson, Olson; against: none; therefore, the resolution was duly adopted.

The Board reviewed the following milk bids received from Prairie Farms, Cass Clay and Ten Finns:

Name of Bidder	Cass Clay Kemps		Prairie Farms Land O’ Lakes		Ten Finns Creamery	
	Esc.	Firm	Esc.	Firm	Esc.	Firm
1% Milk	.319		.292			.30
1% Chocolate	.317 (fat free)		.319			.33
Lactose Free Milk	.59		.79		No Bid	

Olson moved, Kangas seconded to approve the firm bid for milk products from Ten Finns Creamery for the 2025-2026 school year. Motion carried unanimously.

Nelson moved, Arthur seconded to approve the following fees for the 2025-2026 school year: **Breakfast/Lunch Prices:** Pre-K-12 Free Breakfast and Lunch; Adult Breakfast \$2.40; Adult Lunch-\$5.00 or minimum required by FNS; Milk \$.40/carton; **Sub Teacher pay: \$170 for a Full day - \$85 for a half day; Food Service Sub Pay** - based on Step 1 of ESP pay scale, **Paraprofessional sub pay** - based on Step 1 of ESP pay scale; **Custodian Sub Pay**-based on Step 1 of ESP pay scale; **Office Sub pay**-based on Step 1 of ESP paraprofessional pay scale; **Ticket Taker Pay** - \$12.00/hour or \$36.00 per game whichever is greater; **Supervision - \$12.00/hour or \$36.00 per game whichever is greater; Activity Admission Fees**-Sebeka students and staff free; Senior citizens age 65+ free; Season tickets for adults \$50/year/adult ticket; **Adults \$8.00, Students \$5.00.** Motion carried unanimously.

Frame moved, Erickson seconded to approve expenditures for the 2025-2026 school year through the 2035-2036 school years in the 10-year Long Term Facilities Maintenance Fund. Motion carried unanimously.

Huttunen moved, Frame seconded to approve the first reading of the elementary and high school handbooks and a new cell phone policy regarding no cell phones allowed during the school day with students having to turn their cell phones in to their first hour class and picked up at the end of the school day with no access to them during the school day. Motion carried unanimously.

Arthur moved, Nelson seconded to approve technical updates to MSBA policies. Motion carried unanimously.

Frame moved, Kangas seconded to approve the substantive updates for MSBA policies. Motion carried unanimously.

Arthur moved, Kangas seconded to adjourn the regular meeting at 8:33 p.m. Motion carried unanimously.

JoAnn Olson  
Clerk of Sebeka School District